



FOR OFFICE USE ONLY

CASE NO.: _____

DATE SUBMITTED: _____

ADMINISTRATIVE ADJUSTMENT APPLICATION

MINIMUM SUBMITTAL REQUIREMENTS:

- _____ Filing Fee of \$40.00.
- _____ Application completed in full.
- _____ Additional materials may be required of the applicant such as site plans, elevation drawings, sign details and floor plans. The Zoning Official shall inform the applicant of any extra materials required.

Date of Preapplication Conference: _____

APPLICANT/PROJECT MANAGER'S INFORMATION (Primary Contact for the Project):

Name _____

Street Address _____ City _____

State _____ Zip Code _____ E-Mail Address _____

Phone Number _____ Fax Number _____

PROPERTY OWNER'S INFORMATION:

Name _____

Street Address _____ City _____

State _____ Zip Code _____ E-Mail Address _____

Phone Number _____ Fax Number _____

LOCATION OF PROPERTY:

Address _____

Lot _____ Block _____ Subdivision _____

Description if there is no Lot, Block and Subdivision _____

Current Zoning of Subject Property: _____

Applicable Ordinance Section: _____

ADMINISTRATIVE ADJUSTMENT REQUEST

The following specific adjustment (up to 10%) from the ordinance requirements is requested: _____

This adjustment will not be contrary to the public interest by virtue of the following facts: _____

The granting of the adjustment will not materially or adversely affect adjacent land uses or the physical character of the uses in the immediate vicinity because of the following: _____

The granting of the adjustment will be consistent with the purpose and intent of the Unified Development Ordinance because of the following: _____

The applicant has prepared this application and certifies that the facts stated herein and exhibits attached hereto are true, correct and complete.

Signature and Title

Date